

LAWS, ORDERS, AND REGULATIONS,
OF THE
BRITISH LYING-IN HOSPITAL,

FOR THE RECEPTION OF
LYING-IN MARRIED WOMEN:

Collected together,

Revised, Enlarged, and Digested under proper Heads,

By the WEEKLY COMMITTEE,

In Pursuance of an Order of the Quarterly General Court held
at the Hospital the 26th Day of *July*, 1769.

And Presented by the WEEKLY COMMITTEE, at a General
Quarterly Court held the 25th Day of *October*, 1769.

And Read and Confirmed at a Special General Court, appointed
for that Purpose, and held at the Hospital the 15th
Day of *November* following.



L O N D O N :

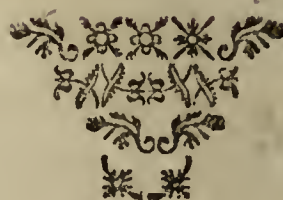
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THE
LAWS, ORDERS, &c.



*The Hospital, its Title, and Purpose of
Institution.*



H A T this Hospital be called the
BRITISH LYING-IN HOSPITAL,
for the Reception of LYING-IN
MARRIED WOMEN.

That the Purpose of its Institution be,

To relieve the pregnant Wives or Widows of Persons who have been reduced from affluent to indigent Circumstances, of Distressed Housekeepers, Mechanicks, Soldiers, Sailors, and of the Labouring and Industrious Poor, at a Time when their Condition renders them uselefs, or rather a Burthen to their Families at Home.

*The President, Vice-Presidents, Treasurer,
and other Officers and Servants belonging
to the Hospital.*

A President for Life.

Four Vice-Presidents, } chosen annually.
A Treasurer,

Two Consulting Physicians.

Two Physicians, } practising Midwifry.
Two Surgeons,

A Chaplain.

An Apothecary.

A Secretary.

A Matron.

*These Officers to be elected by the Governors at any
Quarterly or Special General Court, or on a Va-
cancy happening of either of these Offices, by Death
or Resignation.*

An Assistant Matron.

A Messenger, or Porter.

Nurses.

A Cook.

Two Laundry Maids.

And other Assistants when wanted.

*These last-mentioned are under the Power of a Weekly
Committee, to be hired or discharged as they think
fit.*

*The Qualifications of Governors, Subscribers,
and Contributors; and their Powers of
recommending Patients, Rights and Pri-
vileges.*

That the Qualification of a Governor of this Charity be an annual Subscription of three Guineas, or upwards; and to be a perpetual Governor, a Payment at once of thirty Guineas, which shall intitle the Subscribers to recommend and have in the House one Woman at a Time.

And Persons subscribing double the aforefaid Sums, to be intitled to have in the House two Women at a Time, and so in proportion as to larger Sums subscribed.

Ladies subscribing or paying the same Sums, to have the Privilege of recommending Women in the same Manner as Governors.

That the Secretary do signify by Letter to each annual Subscriber, when his or her Subscription in Advance for the current Year is due; and in case the same is not paid within three Months after, such annual Subscriber shall not be intitled to recommend any Patient till such Subscription shall be paid.

That no Governor shall be permitted to vote at any Quarterly or Special General Court, on any Question concerning any Matter or Thing what-
B 2 foever

soever alledged against him, wherein such Governor is in any wise interested or concerned.

That every perpetual Governor, or annual Subscriber, have a Right to attend the Weekly Committee, and declare his Sentiments on any Question that shall be there discussed; but that none have a Right of voting there, but those who are Members of such Committee, and the President or Vice-Presidents, if present.

That no new Subscriber shall vote at any Quarterly or Special General Court, who shall not have paid in his or her Subscription three Calendar Months before the holding of such Court, excepting those who by a Benefaction of thirty Guineas shall become perpetual Governors, and except in Cases of Elections for Officers, as after-mentioned.

That no Governor shall have a Right to attend at any Quarterly General Court, Special General Court, or Committee, to debate any Question, or give his Opinion, or Vote therein, or give his Vote to supply any Vacancy in this Hospital, till he shall have paid his yearly Subscription, or Subscriptions in Arrear (if any due), and in Advance from the Quarter-Day the same ought to have been paid in Advance.

That, on any Election at a Quarterly General Court or Special General Court, to supply a Vacancy of any Officer or Officers of this Hospital, no new Subscriber, who shall not have paid in his Subscription to intitle him to be a Governor before such

Vacancy

Vacancy was declared at a Weekly Board, shall have a Right to vote in such Election, excepting those who by a Benefaction of thirty Guineas shall become perpetual Governors.

That, on any such Election, the Ladies Subscribers to the Hospital have a Right of voting by Proxy, provided that such Proxy be a Governor of this Charity; and that no Governor be Proxy for more than one Lady at a Time. The Person the Lady votes for to be named in Writing, either by the Lady herself, or by her Proxy; or she may send a Letter to the Board without a Proxy, naming the Person she votes for, which will be regarded as her Vote: Provided nevertheless, that no Letter obtained from the Ladies shall have the force of a Vote, unless the same is dated after the Vacancy shall be declared, and the Candidate admitted as such by the Weekly Committee.

That every annual Subscriber of three Guineas, and Benefactor of thirty Guineas to become a perpetual Governor, and so in proportion as to larger Sums subscribed and paid, shall have a Right to have any one Patient in the Course of the Year received into the Hospital without Balloting; provided such annual Subscriber or Benefactor do write on the upper Corner of his or her Letter of Recommendation the Word, *Preference*, and subscribe his or her Name thereto, besides subscribing his or her Name to the Letter of Recommendation.

That

That all Patients who shall be recommended by his Grace the Duke of *Portland* (the President) shall be received without Balloting.

Honorary perpetual Governors.

That all Persons made Honorary perpetual Governors be intitled to the same Rights and Privileges, as other perpetual Governors are before mentioned to be intitled unto.

That the Consideration of making Honorary perpetual Governors be always referred to the Quarterly General Court to be held in each Year next after *Lady-Day*.

Benefactors.

That, in the printed Accounts of the Proceedings of this Hospital, the following Form of a Legacy be recommended to such as chuse to be Benefactors to this Charity by their Wills :

“ Item, *I give and bequeath to A. B. and C. D. the*
 “ *Sum of* _____ *upon Trust, and to*
 “ *the Intent that they, or one of them, do pay the*
 “ *same to the Treasurer or Treasurers, for the*
 “ *Time being, of a Society who now call themselves*
 “ GOVERNORS of the BRITISH LYING-IN
 “ HOSPITAL, for the Reception of Lying-in
 “ Married Women ; *which said Sum of*
 “ *I desire*

“ *I desire may be paid out of my personal Estate,*
 “ *and applied towards carrying on the charitable*
 “ *Designs of the said Society.*”

That the Names of the Benefactors to this Hospital, with their respective Benefactions, be painted and placed in the Committee-Room.

That a Subscription-Book be opened, wherein to enter all Benefactions, Donations, and Legacies, that shall be made or given for the Purpose of erecting a new Hospital, or enlarging the present one, and for fitting up a Chapel.

That the Money so subscribed and given be laid out and invested in the Purchase of Three *per Cent.* Consolidated Bank Annuities, in the joint Names of *Thomas Hankey, Esq.* and the Treasurer for the Time being, in Trust for the Charity; and that a distinct Account be kept thereof.

That the Capital of such Annuities be applied, under the Direction of a General Court only, for the Purposes above-mentioned; but that the Dividends and Interest thereof be paid to the Treasurer for the Time being, towards the current Expence of the Hospital.

Provided nevertheless, that, on any emergent Occasion for the Service of the Charity, any Part of the Capital of the said Annuities may be applied to such Use or Uses as shall be directed by an Order of a General Court.

Quarterly General Courts.

That a Quarterly General Court of the Governors of this Charity be held at the Hospital, as soon as conveniently may be after each Quarter-Day ; and that all Letters for summoning General Courts be delivered to the Governors at least one Week before holding such Courts ; and that the Governors be summoned to meet at such Courts at Twelve o'Clock at Noon, to begin upon Business at One o'Clock precisely ; and that the same do consist of nine Governors at least ; and that the Secretary do add to the Letter of Summons to the Governors the following *Nota Bene*.

“ N. B. *The Court will proceed to Business exactly at One o'Clock.*”

Provided nevertheless, that, in case at half an Hour past One o'Clock of that Day there be not nine Governors present, any Number of Governors then present may transact the Business, so that such Number be not less than five ; except in Cases of Election of superior Officers, at which Time no less than nine Governors shall be deemed a sufficient Number to act.

That, in the Absence of the President and Vice-Presidents, they chuse a Chairman for the Day.

That Notice be given in some one or more of the Public News-Papers of the Day, of holding
every

every such Quarterly General Court four Days at least before the Day of meeting; that Prayers being said, their first Business, after a President or Chairman is chosen, be to read over the Minutes of the Proceedings of the last Quarterly General Court and subsequent Weekly Boards, and confirm the same, if no Objection thereto.

But, if any Part of them shall be disapproved of by a Majority of the Governors then present, such Part shall be altered or amended in such Manner as the Quarterly Court shall think proper.

That, if any Special General Court shall have been called since the last Quarterly General Court, then the Minutes of the Proceedings of such Special General Court shall be read, and in like manner be confirmed, altered, or amended.

That their next Business be to read the Treasurer's Accounts for the preceding Quarter, and, if approved of, to allow the same; and that an Abstract thereof be entered in the Minutes of that Day.

That the Account of what has been received on account of perpetual Governorships, be then laid before the Court, and read.

That fifteen Governors be then appointed (the Treasurer for the Time being always to be one) to be a Committee for transacting the Business of the Hospital for the ensuing Quarter; for which Purposes the Weekly Committee are, at the Weekly Board

preceeding the holding of such Quarterly General Court, to prepare a List of such Governors, and deliver the same in to the General Court; and if such List is approved of, the Persons named in that List be then appointed the Weekly Committee; but, if not, the General Court may appoint others in the Places of any who shall be objected to.

That the Vice-Presidents and Treasurer be hereafter chosen annually at the next Quarterly General Court after *Lady-Day*; and that the Weekly Committee do prepare a List or Lists of such Officers to be presented to the Court; and when chosen, they are to enter upon their respective Offices immediately.

That, after the aforesaid general Business of the Quarterly General Court is over, any other Matter or Business referred over to that Court to be discussed (of which the Governors have had Notice in their Letters or Summonses) be then considered, and that they do not enter upon any new Business whatsoever.

That all Business out of the common Course, which from its Nature does not require being carried into immediate Execution, be received as a Proposition only; and if the Governors present vote such Proposition worthy of further Consideration, that it be referred to a subsequent General Court for their Determination; and that Notice of such Business be mentioned in the Summons to the Governors.

That

That the sole Power of making Laws and Rules for the Government of the Hospital be lodged in the General Court.

That, at all General or Special General Courts and Committees, every Person speaking shall address himself standing to the Chair; and no Person shall be allowed to speak more than twice on any Debate or Subject, unless to explain himself, or by way of Reply to new Matter spoken in Answer to him, without Leave of the President or Chairman.

That, if two Persons offer to speak at the same Time, the President or Chairman shall direct which of them shall proceed.

Any Governor, who speaks to Order, shall be first heard.

When any Matter is in Debate, if any Governor speaks to new Business, or varies from the Point in Question, the President or Chairman shall remind him of the Orders.

If any Difference or Dispute shall arise upon any Question, such Question shall be fairly stated by the President or Chairman, and shall be determined by holding up of Hands, Dividing, or by Ballot, as the President or Chairman shall direct.

But all Elections, either at a Quarterly or Special General Court, shall be determined by Ballot, if demanded by a Governor.

When, on any Question put, an equal Number of Hands appear to be held up for and against the same,

the President or Chairman shall have the casting Vote; and if on a Ballot there be an equal Number for and against, the President or Chairman, if he has not before balloted, shall have a double Vote.

No Meeting of a Quarterly or Special General Court shall be adjourned, until the Majority of the Governors present, upon the Question being put and seconded, shall agree thereto.

That the Minutes of every Quarterly or Special General Court be read as soon as the Business is over and finished, and be signed by the President or Chairman then present.

Special General Courts.

That a special General Court may on a Fortnight's Notice be called at any Time between the Quarterly Courts, either by Order of a General Court or of a Weekly Committee, or at the Demand of the Treasurer, or of any five of the Governors, such Demand being delivered in Writing at the Weekly Board, and signed with their respective Names; and that the Business of such Special General Court be expressed in the said Demand in Writing, and in the Summons or Letter to be sent to the Governors, which are to be sent or delivered to the Governors at least one Week before the holding such Court.

That Notice be given, in some one or more of the Public News-Papers of the Day, of holding such
Special

Special General Court, and the Business thereof, four Days at least before the Day of meeting.

That every Special General Court do consist of nine Governors, and not less; and that, in the Absence of the President or Vice-Presidents, they chuse a Chairman for the Day.

That the Governors be summoned to meet at such Court at Twelve o'Clock at Noon, and proceed to Business at One o'Clock precisely, if nine Governors be then present, but not till that Number is compleat.

That such Special General Court shall enter upon and proceed in such Matters only, as shall be expressed or mentioned in the Letter or Summons sent to the Governors, and determine concerning the same, subject to the Approbation and Controul of the next Quarterly General Court; and that they do not proceed on any other Business whatsoever.

That the Business of a Special General Court be carried on with the like Order and Regularity, as is before directed with regard to the Business to be transacted at a Quarterly General Court, in every respect.

That the Treasurer, Physicians, Surgeons, Chaplain, Apothecary, Secretary, and Matron, may, on any Vacancy of either of those Offices, be elected at a Special General Court.

Weekly Committee.

That the Weekly Committee do meet at the Hospital every *Friday* in the Forenoon, to receive and admit the Women recommended, and to direct the ordinary Affairs of the House.

That they have Power to make temporary Orders for the Service of the Hospital; but that they report the same, and all their other Proceedings, to the Quarterly General Court.

That every Governor, tho' not of the appointed Committee, have a Right to attend the Weekly Committee, and declare his Sentiments on any Question that shall be there discussed; but none have a Right of voting there, but such as are Members of the Committee, and the President and Vice-Presidents, if present.

That, when the Committee resolve to recommend any Business to the Consideration of the Quarterly General Court, such Resolution be entered in the Minutes of the Weekly Committee, on or before the third Board-Day next preceding such Quarterly Court; and that the same be mentioned in the Summons to the Governors to attend such Quarterly Court.

That, at the next Weekly Board-Day after the Appointment of the new Quarterly Committee, they do in the first Place chuse one of their Number to be Chairman for that Quarter.

Any

Any Number of the Members of that Committee may transact the Business of the Weekly Board; and, in the Absence of the appointed Chairman, one of the Committee is to take upon him that Office for the Day.

That the Minutes of the last Weekly Board be read at the next succeeding Board-Day, before any other Business be entered upon.

That the Weekly Committee have Power to examine, or appoint from their Number a Committee to examine, the Tradesmen's Bills, and direct their Payment; and that the Treasurer's quarterly Accounts, and his Vouchers for the same, be inspected, and his Accounts audited, by the Weekly Committee, on the Weekly Board-Day next preceding every Quarterly General Court; and that the Secretary do summon the whole Committee to meet on that Day for that Purpose; and that the said quarterly Accounts, so audited, be delivered in to such Quarterly General Court, and an Abstract thereof to be entered in the Minutes of that Day.

That they examine into the Conduct of all the Servants and Patients, and for that Purpose may appoint two or more of their Number as Visitors, to visit the Hospital, and to inquire into the Conduct and Behaviour of the Servants and Patients; and that such Visiting Governors be appointed for the Day, and make their Report to the Board.

That two Visitors, that are not Officers of the House,

House, be appointed by each Weekly Board to visit the Hospital at convenient Times during the succeeding Week, and to report the State of the Hospital to the next Weekly Board.

That all Servants shall be retained, hired, and discharged by the Weekly Committee; and that no Servant shall be hired on the Terms of having a Month's Wages or a Month's Warning.

That, on any Servant's misbehaving, their Case be laid before the Weekly Board before they are discharged, unless it happen to be such as may make it dangerous to permit them to continue in the House till the next Board-Day.

That the Weekly Committee have a Power to call a Special General Court at any Time, in Manner and subject to the Method before prescribed under the Title of *Special General Courts*.

That the Weekly Committee may make such Rules and Orders as concern the Conduct and Regulation of the Hospital, from Time to Time, as they think fit, provided that they are not contrary to the general Laws of the Hospital.

That, whenever any Order or Resolution shall be passed by the Committee, the same be wrote down on the Minute-Paper, and signed by the Chairman.

That the Minutes of every Weekly Board be read as soon as the Business is finished, and signed by the Chairman of the Committee; and the Weekly Board shall not be adjourned, until the Majority of
the

the Members present, upon the Question being put and seconded, shall agree thereto.

That, for the better ascertaining and dispatching the Business of the Weekly Committee, and for preserving an Uniformity in their Proceedings, the following Rules be observed :

I. That no new Letters of Recommendation shall be received at the Board after Eleven o'Clock ; but the Persons presenting such Letters after that Hour shall be forthwith dismissed, and ordered to attend the next Board-Day.

II. That at Eleven o'Clock the Secretary do examine the new Letters which have been presented, and likewise whether the Governors who have signed them have any Patient, either in the House or on the general or reckoning Lists, or whether they have paid their respective Subscriptions in advance within three Months after the same became due ; and if he shall find any such recommending Governors to have a Patient in the House, or standing on the Lists, or to be three Months in Arrear in the Payment of their Subscriptions, he is to send away such new recommended Patient with a Letter to such Governors, informing them, that she cannot be received till the former Patient is discharged, or the said Subscription paid in.

III. That the Secretary do mark, on the Side of the accepted recommendatory Letters, the Date of the Day when the same were presented, and

that they then be delivered to the Gentlemen of the Faculty attending the Hospital, who are to take, and subscribe at the Bottom of the Letter, the Time of the respective Patients Reckoning, in three Classes, *viz.* Those who reckon between the first and tenth Days of the Month inclusive, are set down as reckoning the Beginning of the Month; those between the eleventh and twentieth inclusive, as reckoning the Middle of the Month; and those between the twenty-first and last Day of the Month inclusive, as reckoning the End of the Month. And if it should at any Time happen that all the Gentlemen of the Faculty should be prevented from attending at the usual Hour, then the Matron shall take the Reckoning; and when the Reckonings are taken, the Secretary is to enter in the Book the Names of the Patients recommended, and by whom, in Classes according to the respective Times of reckoning.

IV. That, at Twelve o'Clock, the Chairman of the Committee, or in his Absence some other Member, do take the Chair, and proceed to Business; and first the Minutes of the last Weekly Board are to be read.

V. That the Patients who are to return Thanks be then called down, and introduced one by one for that Purpose; and questioned by the Chairman, how they have been used in the House; whether

whether they have any Complaints to make against the Officers, Nurses, or Servants; or whether any Money or other Things have been demanded or taken from them: And if any Complaint is made, the Matter thereof is to be inquired into by the Committee before the Patient goes out of the Room; if not, a Letter for the Governor who recommended her is to be given to the Patient, which she is directed to carry, immediately after her Discharge, to acquaint such Governor thereof. A Paper is also to be given her, to be delivered up to the Desk the first Time she goes to Church, to return God Thanks for her safe Delivery.

VI. When the Patients have returned Thanks, the Secretary is to sort the new recommendatory Letters into their proper Classes, and to report to the Board the Number of Vacancies in the Hospital.

VII. If, among the new Letters of Recommendation, there be any Preference Letters, they are to be selected from the others, and the Patients so recommended have an Order to be admitted when in Labour.

VIII. After these Orders are granted, the remaining Number of Vacancies are to be filled up by Patients standing in the first Class: If more Patients stand in the first Class than there are Vacancies for, the whole Number of Patients in that Class

are to ballot for Admission by drawing red and white Balls; for which Purpose as many white Balls are to be put into the Balloting-Box as there are Vacancies, and as many red Balls as, with the white Balls, make up the Number of Patients balloting; those drawing the white Balls to receive Orders of Admission when in Labour, and the Letters of those drawing the red Balls are to be marked with an (R), and delivered back to those Patients, with Directions to come again the next Board-Day; and if they do not then attend, they will lose their Turn of Admission: And if on the next Board-Day any of the Patients Reckonings on the subsequent Classes commence, they are to be joined with the Patients of the first Class who have balloted, and all ballot as before, to supply the Vacancies in the Hospital.

IX. Those Patients who have drawn white Balls, and intitled to Orders of Admission, are to stay to make their Affidavits of their Marriage, and of the Husband's Settlement, which are to be filled up by the Secretary *gratis*.

X. No Order of Admission shall be given to any Patient whomsoever, but such as have balloted and drawn a white Ball, or have brought a Preference Letter; and no Patient can be admitted unless she has received such Order from the Board: And if any Woman be convicted of giving

giving a false Reckoning to impose upon the Charity, or attempt to come in without an Order from the Board, she shall be deprived of the Benefit of the Charity.

XI. When the Business of Admission, Balloting, and discharging the Patients is over, the Committee may consider any general Business relating to the Charity.

XII. Two Members of the Committee are to visit the Wards; and first directing the Nurses to withdraw, they are to inquire of the Patients, whether they have any Complaints to make against the Officers, Nurses or Servants, or concerning the Quantity or Quality of the Provisions, or any other Matter; and they are to report the Result of their Inquiry to the Board; and if there is any Complaint, the Committee are forthwith to examine into it, and make such Order therein as they shall think fit.

XIII. Before the Board breaks up, the Matron to be called in, and asked whether any Thing is wanting for the Service of the House or Patients, and whether she has any Complaints against the Nurses or other Servants; and the Committee are to take cognizance of such Complaints (if any), and make necessary Orders therein.

XIV. The Business of the Committee being over, the Chairman is to adjourn the Board.

Committees in General.

That the President, Vice-Presidents, and Treasurer shall be Members of all Committees, without any particular Appointment.

That the President, or Vice-Presidents, when attending at any Committee, shall preside in the Chair according to their Rank and Seniority.

Treasurer.

That the Treasurer be chosen annually, at the next Quarterly General Court after *Lady-Day*.

That he do receive all Sum and Sums of Money paid in for annual Subscriptions, Subscriptions to become perpetual Governors, Benefactions, Donations by Will, and all other Sum and Sums whatever, which shall be paid in for the Benefit and on the Account of this Hospital; and that he keep a proper Account in Writing of all such his Receipts.

That, out of the Money he shall so receive (except Subscriptions for perpetual Governorships) he do pay all Sum and Sums whatever, as shall be necessary for the Service and Support of the Charity, and all Salaries, Wages, and Gratuities to the Chaplain, Secretary, Matron, Assistant Matron, Messenger, Nurses, and other Servants of the Hospital, and the Tradesmen's Bills, as shall be directed to be paid by a Quarterly General Court, Special General Court, or Weekly Committee;

Committee; and that he keep a proper Account in Writing of all such his Payments.

That all Sums paid in for perpetual Governorships be paid into the Hands of *Thomas Hankey*, Esq. and Partners; and that the same, from Time to Time, whenever it shall amount to a competent Sum for that Purpose, be invested by them in the Purchase of Three *per Cent.* Consolidated Bank Annuities; and that the Annuities so purchased be transferred into the joint Names of *Thomas Hankey*, Esq. and the Treasurer for the Time being, in Trust for the Charity; and that they execute a Declaration of Trust accordingly: That the Capital of such Annuities be subject to the Orders of a General Court only; but that the Dividends to be received thereon be from Time to Time paid to the Treasurer, to be applied towards the Maintenance and Support of the Charity; and that, at every Quarterly General Court, an Account be delivered in of what Sums have been during the preceding Quarter paid in for perpetual Governorships, what Annuities have during that Quarter been purchased, what Annuities then stand in the Company's Books belonging to the Charity, and what Balance remains in Hand uninvested.

That the Treasurer do from Time to Time, whenever a competent Sum, or more than One Hundred Pounds shall be in his Hands, exclusive of what shall be necessary for the current Expences of the Charity, invest the same in the Purchase of Three *per Cent.*

Consolidated

Consolidated Bank Annuities; and that the Annuities so purchased be transferred into the joint Names of *Thomas Hankey*, Esq. and the Treasurer for the Time being, in Trust for the Charity; and that they execute a Declaration of Trust accordingly; and that the Dividends or Interest to be received thereon be accounted for and applied by the Treasurer in his general Account of Monies received by him, but the Capital of such Annuities be subject to the Orders of a General Court only.

That the Treasurer do, at the End of every Quarter-Day in the Year, draw up a general State or Account, in Writing, of his quarterly Receipts and Payments, and of the Balance of Cash in his Hands, and of the Sums invested by him as aforesaid, and deliver in the same to the Weekly Board on the Board-Day preceding every Quarterly General Court; and that the Treasurers quarterly Accounts, and his Vouchers for the same, be inspected, and his Accounts audited, by the Weekly Committee on that Day; and that the Secretary do summon the whole Committee to meet on that Day for that Purpose, and that the quarterly Accounts so audited be delivered in to the next Quarterly General Court, and an Abstract thereof entered in the Minutes of that Day.

That the Treasurer of this Hospital be a Member of all Committees, without any particular Appointment, subject nevertheless to the general Rules and Orders of the Hospital.

That

That he have Power to call a Special General Court at any Time, in Manner and subject to the Method before prescribed under the Title of *Special General Courts*.

That the Key of the Poor's Box be left with the Treasurer, and that the Money be taken out on the Weekly Board-Day next before each Quarterly General Court, in presence of one of the Committee; and that the same be brought into his general Account.

Chaplain.

That the Chaplain of this Hospital be elected by a Quarterly, or a Special General Court.

That, in the Afternoon of every *Thursday*, or every other *Thursday*, he baptize the Children born in the Hospital; and that he keep a compleat Register-Book of the Names of all Children who shall be born and baptized in the Hospital, and of the Names of their Parents; such Book to be always kept under the Chaplain's Care.

That no Child be removed out of the Hospital before baptized and registered by the Chaplain.

That he perform Divine Service in the Hospital, baptize the Children, church the Women, and do the necessary Duties belonging to his Function.

That the Treasurer for the Time being do pay to the Chaplain for the Time being, annually at *Easter*, twenty Guineas, as a Gratuity for his officiating as such to this Charity.

Physicians, Surgeons, and Apothecary.

That there may be	}	
Two Consulting Physicians,		
That there be		and no more,
Two Physicians in Ordinary practising		at the same
Midwifry,		Time.
Two Surgeons practising Midwifry,	}	
One Apothecary.		

That the Consulting Physicians be elected from such Physicians in Ordinary, as shall have attended the Hospital in that Capacity for not less than five Years.

That, if any Surgeon to this Hospital shall take upon himself the Degree of a Doctor or Licentiate in Physic, it shall not vacate his Office as Surgeon, unless he resign; provided he continues in the Duty of his Office as Surgeon, and his Name still stands as Mr. Surgeon to the Hospital.

That no Surgeon of this Hospital, who shall take upon himself the Degree of a Doctor or Licentiate in Physic, be elected a Physician in Ordinary to this Hospital, unless he shall have attended as acting Surgeon in this Hospital for at least five Years.

That one or more of the Physicians in Ordinary, or Surgeons, do attend at the Hospital every Weekly Board-Day, by Eleven o'Clock in the Forenoon, to examine the Patients recommended, and mark down their respective Times of reckoning.

That

That the Physicians in Ordinary, and Surgeons, do by Rotation deliver the Women in all difficult Cases.

That they do at stated Times give the Female Pupils Lectures in Midwifry, and instruct them how to act in all natural and difficult Births; and when they are thoroughly instructed and sufficiently experienced, that the Gentlemen of the Faculty do give them Certificates of their being qualified.

That the Apothecary do prepare and furnish such Medicines, as are prescribed or ordered for the Women or Children.

Secretary.

That the Secretary of this Hospital be elected by a Quarterly, or a Special General Court.

That he attend all General Courts, Weekly Boards, and all other Meetings, at the Hour appointed, and obey their Orders.

That he keep the Books and Accounts of the Hospital in a methodical Manner, and fairly written, and do all such Business as is requisite, and commonly done by Secretaries or Clerks at other Hospitals.

That he keep the several Books, Papers, and Accounts belonging to the Hospital, and all Letters, Certificates, Affidavits, and other Papers at the

Hospital, in a regular and proper Order and Method, that the same may be inspected from Time to Time by the Governors; and that he enter the Minutes of every Court and Committee fair, without making Erasurements, Alterations, or Obliterations.

That he send a Letter to each annual Subscriber, when his or her Subscription in Advance for the current Year is due.

That he be assistant to the Treasurer in collecting in the annual Subscriptions, and that he be allowed one Shilling on every annual Subscription received from the Governors.

That he do in all Respects conform to the Laws, Orders, and Regulations of the Hospital, and do all the Business thereby required to be done by the Secretary.

That he lay before each Quarterly General Court a List of all the annual Subscriptions that shall be then in Arrear, with the Names of the Subscribers from whom they are respectively due.

That the Treasurer for the Time being do pay to the Secretary for the Time being an annual Salary of thirty-five Pounds, by quarterly Payments.

Matron.

That the Matron in this Hospital be elected by a Quarterly, or Special General Court.

That she be a single Woman, and also well skilled in Midwifry.

That

That no married Person be elected or appointed Matron, and, in case she afterwards marry, her Office be immediately declared vacant.

That the Matron take care of all such Household Goods, Linen, and Furniture as shall be in her Possession, that the same be not broke, wasted, or spoiled; and that she be ready to give an Account thereof, whenever thereto required.

That she annually deliver in, to the Quarterly General Court to be held after *Christmas*, a true Inventory in Writing of all the Household Goods, Linen, and Furniture in her Possession, containing such Additions and Alterations as shall have happened the preceding Year.

That she do not suffer any of the Provisions brought into the Hospital to be purloined, wasted, or embezzled.

That she take care that all the Nurses and Servants and Patients do their Duty, and observe the Rules of the Hospital; and, in case of Misbehaviour or Neglect, that she acquaint the Weekly Board therewith.

That she take care of all the Cloathing, Linen, and all the Necessaries of the Lying-in Wards, and attend all Deliveries.

That she examine every Woman applying to be admitted, to see that is she free from Vermin, the Itch, or any other contagious Distemper; and, if any such appear, that she report the same to the
Weekly

Weekly Board, to prevent such Woman's being received into the House.

That she receive the Women into the Hospital on their producing an Order of the following Tenor, signed by the Secretary ; and that she make a Memorandum, on the Back of each Order, of the Day of their coming in :

To the Matron of the BRITISH Lying-in Hospital.

Receive A. B. the Wife (or Widow) of C. D. into the Hospital.

*By Order of the Board, made the Day
of*

E. F. Secretary.

That she do not presume on any Account to receive in any Patient, though in Labour, without an Order of the Weekly Board.

That she do not on any Pretence whatever go out of the Hospital to any Labour for her own Emolument.

That she do in all Respects conform to the Laws, Orders, and Regulations of the Hospital, and do all the Business thereby required to be done by the Matron.

That the Treasurer for the Time being do pay to the Matron for the Time being an annual Salary of twenty-five Pounds, by quarterly Payments ; and that once in every Year, at *Michaelmas*, the Treasurer do pay her a Gratuity of fifteen Pounds, in case her Conduct and Behaviour for the preceding Year

Year has been such as to merit the same, and the Weekly Board direct the same to be paid to her.

Assistant Matron.

That the Assistant Matron be appointed and hired by the Weekly Committee, and that she be appointed and discharged, whenever they, or the Majority of them, shall think proper.

That she be assistant to the Matron, and under her Direction; and, in case of the Matron's Absence or Illness, that she manage and conduct the Business of the Hospital in the same Manner as the Matron is directed to do.

That she do not on any Pretence whatever go out of the Hospital to any Labour for her own Emolument.

That she do in all Respects conform to the Laws, Orders, and Regulations of the Hospital.

That she have her Board and Lodging in the Hospital, and dine and sup at the Matron's Table.

That the Treasurer for the Time being do pay her Wages at the Rate of fifteen Pounds a Year, at such Times as the Weekly Board shall direct.

Female Pupils.

That Female Pupils, not exceeding six at a Time, be permitted to attend this Hospital in order to their being instructed in Midwifry, and that they have a Right to stay in the Hospital four Months.

That they do continue six Months unless properly qualified at the End of four.

That

That such Female Pupils be Widows, or married Women, not less than twenty-five Years of Age, of sober Character, and to be approved of and admitted as Pupils by the Weekly Board; and during their Attendance they shall conform to the Rules of the House.

That they board at the Hospital, and dine at the Matron's Table, and pay for such their Board ten Shillings and Six-pence *per* Week. That the Gentlemen of the Faculty belonging to the Hospital do at stated Times give them Lectures in Midwifry, and instruct them how to act in all natural and difficult Births; and when they are sufficiently instructed, they shall be permitted, with the Consent of the Patients, to deliver them under the Inspection of one of the Gentlemen of the Faculty, or, in his Absence, of the Matron; and when they are thoroughly instructed and sufficiently experienced, they shall receive Certificates from the Gentlemen of the Faculty of their being qualified; for which Certificate they shall pay five Shillings to the Secretary.

That, for the Purpose of instructing Female Pupils in Midwifry, a Lecture-Room be provided in the Hospital, and that the Apparatus and Books, bought and to be bought, already presented or to be presented to the Charity, shall be there preserved, as belonging to the same, in a Press or Presses to be provided for that Purpose; and that the Keys thereof be kept by the Lecturer for the Time being, or the Matron;

Matron; and that two Inventories or Catalogues of such Apparatus and Books be made, one to be kept in the Presses, and the other in the Hospital, under the Care of the Treasurer.

That the Apparatus and Books belonging to the Lecture-Room be under the Care and Management of the Weekly Committee for the Time being; and that they, or any five of them, be a Committee, and empowered from Time to Time to make such Orders as are necessary for the Preservation of or Addition to the said Apparatus and Books.

Nurses.

That the Secretary do enter, in a Book to be provided for that Purpose, the Names of such Persons as shall apply and be approved of by the Weekly Board, as qualified to be Nurses in this Hospital, with the Names of their Recommenders; and that no Person be hired as a Nurse, who has not been so examined, approved, and entered on that List; and that such Vacancies as shall happen among the Nurses be supplied therefrom, according to their Seniority on that List.

That the Nurses and other Servants, be diligent in observing the Orders of the Matron, and that they behave themselves with Tenderness to the Patients, and with Civility and Respect to Governors and Strangers.

That they do always withdraw from their several Wards, whenever any of the Governors are visiting the same.

That the Nurses clean their Wards every Day, before Seven in the Morning from the first of *March* to the first of *October*, and before Nine from the first of *October* to the first of *March*.

That they sift their Cinders every Morning and take care that no Coals are wasted in their Wards.

That the Nurses be not permitted to be in the Hall, to talk to the Patients recommended, on the Weekly Board-Days.

That the Nurses and other Servants of the House, be not permitted to have Visitors come after them to stay above an Hour at a Time; and that such Visitors be not permitted to be with them above an Hour at a Time, and be not permitted to be with them in any other Part of the House but the Hall or the Kitchen; and that no Visitor be treated with the Hospital Provisions, or any Linen washed in the House, but what belongs to the Officers, Servants, or Patients in the Hospital.

That no Persons, who have been Patients in the Hospital, be permitted to visit the Nurses; and that the Porter do not presume to call any of the Nurses from their Wards to speak to such Persons.

Porter.

That the Porter attend the Door, and do not suffer any Patient to go out of the House till he is satisfied

satisfied such Patient has Leave for that Purpose, and inform the Matron of every Stranger that shall come into the House.

That, whenever he shall be absent upon the Business of the House, he give Notice thereof to the Matron or Assistant Matron.

That he carry out all Letters and Summonses, attend all Meetings of the Governors or Committees, and obey all Orders for the Service of the Charity.

That he do all such other Business as shall be ordered from Time to Time by the Weekly Board.

Inferior Servants.

That the Cook, Laundry-Maids, House-Maids, and all other the inferior Servants, be under the Inspection and Direction of the Matron, and obey her Commands in the respective Business in which they are employed; and in case of any Misbehaviour of any of them, the Matron is to report the same to the Weekly Board.

Patients.

That no Patient be admitted without a Letter from a Governor, signed by him or her, or by some Person deputed by him or her; such Deputation to be previously entered in the Books of the Hospital.

That the Patients recommended to this Hospital do attend with their Letters at the Hospital, at or before Ten o'Clock in the Forenoon of the Weekly Board-Day, and deliver in the same to the Secretary; and that no Letters of Recommendation be received after Eleven o'Clock of that Day.

That none but married Women, or the Widows of Persons lately dead, be permitted to lye-in in this Hospital.

That the Patients admitted do make an Affidavit of their Marriage, and of the Settlement of the Husband; and if the Husband cohabit with his Wife, he shall join in such Affidavit, unless prevented by Sickness, or some other reasonable Impediment.

That such Patients shall produce a Testimonial of their Poverty under the Hands of two substantial Housekeepers of the Neighbourhood where they live, in case the Weekly Board shall at any Time doubt of their being Objects of this Charity.

That, when admitted, they be provided with all Necessaries for themselves and Children at the sole Charge of the Hospital.

Every Patient, on her coming into the Hospital, must bring with her proper Cloathing for dressing her Child when she leaves the Hospital.

No Patient, who doth not come clean in her Cloaths; and free from Vermin or any contagious Distemper, can be admitted into the Hospital.

Every

Every Patient who shall be entered on the List for Admission, and shall not come into the Hospital for three Months at most after the Reckoning is up, shall be struck off the List, and not permitted to receive the Benefit of the Charity without a new Recommendation ; and that the Recommender be at liberty to recommend another Patient ; and that no Patient be struck off the List for not coming into the Hospital until three Months after the Expiration of her Reckoning, unless by the Desire of the Recommender, or on its appearing she was delivered at home ; and no Allowance shall be made to any Patient who shall not come into the Hospital.

All Patients are to receive their Admission and Discharge agreeable to the Rules before laid down, for the better ascertaining and dispatching the Business of the Weekly Committee, and for preserving an Uniformity of their Proceedings.

Every Patient must submit to the Rules and Orders of the House, or be discharged for Irregularity ; and no Patient so discharged can ever be received into the Hospital again upon any Recommendation whatsoever.

No Patient shall be permitted to go out of the Hospital without her Child, nor before it is baptized, on any Account or Pretence whatsoever.

That no Patient be kept in this Hospital longer than three Weeks after her Delivery, unless, on being reported

reported to the Board, they shall think proper to continue her longer.

That, if any Woman be recommended to this Hospital who has before been a Patient therein, in a State of Infanity, such Woman shall not be admitted, unless some responsible Person undertake to indemnify the Charity against all extraordinary Expences that may happen thereto on account of such Person's being admitted a Patient; and that, whenever such Woman shall present her Letter, the recommending Governor be acquainted with the Order.

That no Patient be received into the Hospital without an Order from the Board; and that the Patients be told, that if any of them should attempt to come in contrary to the Rules of the Hospital, their Names will be entered in the **Black Book**, never to receive the Benefit of this Charity; and any Woman convicted of giving a false Reckoning, or attempting to get in without an Order, shall be likewise deprived of the Benefit of the Charity.

That the Patients breakfast at Nine in the Morning in Summer, and Ten in the Winter, and dine at half an Hour after One, and sup at Seven in the Evening; and that the Diet be as follows:

Allowing to those who are on full Diet half a Pound of Meat when dressed, a Penny Loaf, and three Pints of Small Beer a Day, and twelve Ounces of Butter or Cheese *per Week*.

Low Diet.

Veal or Mutton Broth, Water-Gruel, Caudle.

Common Diet.

Veal or Mutton Broth, Beer Caudle, Boiled Mutton or Veal, Bread and Cheefe, Milk-Pottage.

Full Diet.

Broth, boiled Mutton or Beef, Bread and Cheefe, Milk-Pottage, Trotters.

That a Table of Diet for the Patients, and the Quantities thereof, be hung up in each Ward for the Information of the Women; and also a Table of such other Rules as are necessary to be hung up in the Wards.

That the Patients go to bed at Nine o'Clock in the Winter, and Ten in the Summer.

That no Liquors or Provisions of any Sort be brought to the Patients by their Friends, without Leave from the Physicians or Surgeons; and no Porter or other strong Liquors be brought into this Hospital on Christening-Days, or at any other Time, except in Cases of Necessity, when the Matron shall think proper.

That such Patients as are able, do at all Times assist the Nurses, and other Servants, in nursing the Patients,

Patients, mending the Linen, or in such other Manner as the Matron shall think fit.

That all Patients who shall think themselves aggrieved by any Person in the Hospital, in any Manner whatsoever, do apply for Redress to the Weekly Board.

Diet for Officers and Servants of the House.

That a Pound of Meat, two Ounces of Butter, and two Ounces of Cheese, with a proportionable Allowance of Bread and Beer, be allowed every Day to the Matron, Assistant Matron, and each of the Servants; and that they dine at half an Hour after Two.

Visiting Patients.

That the Matron do not permit any Person to visit the Patients on *Sundays*, till Divine Service is over in the Afternoon; and no Person visiting any of the Patients in the Hospital who are not delivered, be permitted to be with them in any other Part of the Hospital but the Hall, unless by Permission of some one or more of the Gentlemen of the Faculty attending the Hospital, or the Matron in their Absence; and that no Person be permitted to visit any of the Patients who are delivered, till one Week after their Delivery, without such Permission as aforesaid; and that no Visitor be permitted to stay in

in the House more than half an Hour on any one Visit, unless by such Permission ; and that no Person, without such Permission, be allowed to visit the Patients at any other Time of the Day than from the Hour of Three to Seven from *Lady-Day* to *Michaelmas*, and from the Hour of Two to Four from *Michaelmas* to *Lady-day* ; and that neither the Husband, nor any other Man belonging to the Patients, be at any Time admitted into the Wards, without Leave of the Physicians or Surgeons in waiting.

Baptisms.

That the Chaplain baptize the Children born in this Hospital in the Afternoon of every *Thursday*, or every other *Thursday*.

That no Child be removed out of the Hospital before it be baptized and registered by the Chaplain.

Burials.

That, in case any of the Patients or their Children die in the Hospital, the Matron is to give Notice thereof to their Relations or Friends, if known ; and if they do not take care to have them buried, that the Matron cause them to be buried in the cheapest Manner she can ; and that, when any Patient shall die in the Hospital, a Letter be sent by the Secretary to the Governor who recommended such Patient, to inform him or her that they have a

Vacancy in the Hospital, and have Liberty to recommend another Patient when they shall think proper,

Vacancies, Elections, and Candidates.

That all Elections, either at a Quarterly General Court or Special General Court, shall be determined by a Ballot, if demanded by a Governor; and whichever of the Candidates shall appear to have a Majority of Votes, he shall be declared duly elected; and upon an Equality of Votes, the President or Chairman for the Time being shall have the casting Vote.

That, on any Vacancy happening of either of the Offices of Treasurer, Chaplain, Physician, Surgeon, Apothecary, Secretary, or Matron, by Death or Resignation, or on any other Account whatsoever, such Vacancy shall be declared by the Weekly Committee, on the next Board-Day after the same shall be satisfactorily notified to the Committee; and that the Day of Election for filling up such Vacancy be at least one Month, and not more than three Months, after the Day such Vacancy shall be so declared, unless directed otherwise by the express Order of a General Court: Provided nevertheless, that, in case of a Vacancy happening of a Physician or Surgeon, the Election to supply such Vacancy be postponed to the Months of *February, March, April, or May*, in order to give the Governors in
general

general an Opportunity of voting in such Election, when the Town is more full than in the other Months of the Year.

That after such Vacancy shall have happened and be declared by the Weekly Committee, any Person, of sufficient Abilities to be chosen into such vacant Office, may offer him or herself as a Candidate to the Weekly Committee, and his or her Name be entered in the Minutes as such, in case the Weekly Committee think proper.

That no Person shall be admitted to be a Candidate to supply a Vacancy, unless he or she offer him or herself to the Weekly Committee, and be accepted and entered as such, on or before the Board-Day but one next preceding the Day of Election.

That, on any Election at a Quarterly or Special General Court, no new Subscriber, who shall not have paid in his Subscription to entitle him to be a Governor before such Vacancy was declared at a Weekly Board, shall have a Right to vote in such Election, excepting those who by a Benefaction of thirty Guineas shall become perpetual Governors.

That, on all Elections, the Ladies Subscribers have a Right of voting by Proxy, or otherwise, as before prescribed under the Title of *Qualifications of Governors, Subscribers, and Contributors, and their Powers of recommending Patients, Rights and Privileges.*

Rules to be observed for a regular and fair Election, when taken by a Ballot.

- I. That a large cylindrical transparent Glafs be provided to receive the Balloting Papers, and the Top thereof be covered with Leather, with a sufficient Opening to put in the Balloting Papers.
- II. That Balloting Papers be provided of equal Size, and laid upon a Table, to be taken by the Governors who have a Right to ballot, on which they are to write the Candidate's Name for whom they vote.
- III. That the Secretary do previously provide a compleat List of all the Governors who have a Right of voting at such Election, alphabetically.
- IV. That the Balloting Glafs be placed in some conspicuous Part of the Room, and two Governors be appointed, before the Ballot begins, to preside at the Glafs alternately, to receive the Balloting Papers.
- V. That the Name of each Governor offering to vote be first marked off in the List provided by the Secretary, and then the voting Governor is to deliver in his Balloting Paper to the Governor presiding at the Glafs, to be by him immediately put into the same.
- VI. That no annual Subscriber shall be permitted to vote at any Election, till he or she have paid his
or

or her annual Subscription or Subscriptions which is or are in Arrear, and in Advance from the Quarter-Day, the same ought to have been paid in Advance; an Account thereof to be set down in the List.

VII. That on every Election by Ballot, the Ballot be opened at Twelve o'Clock at Noon, and continue till Two, and then closed; and, when closed, the Governors who have presided at the Glafs to receive the Balloting Papers, do seal up the Balloting Glafs, and bring it to the President, or whoever shall preside in the Chair at the General Court.

VIII. That proper Files be provided, whereon separately to file the respective Balloting Papers for each respective Candidate; and that as many Governors be appointed as there are Files, to receive from the President or Chairman, and file the respective Balloting Papers for each Candidate.

IX. That, before closing the Ballot, the Candidates do respectively deliver in, under Cover and Seal, to the President or Chairman, the Letters given or sent by the Ladies Governesses of this Charity, expressing the Candidate's Name for whom she votes; and that, before opening the Balloting Glafs, the Letters be first opened, and separately chequed off in the Secretary's List; and if the Lady has a Right of voting, such Letters be delivered

vered over to be put on the respective Files, and marked off in the other Lists.

X. That the President or Chairman then open the Balloting Glafs, and take out the Papers one by one, naming the Candidate expreffed therein, and then deliver it over to be put on the proper File.

XI. That two Papers be prepared with proper Columns to mark down, under each Candidate's Name, the Vote given in favour of each of them refpectively ; and that two Governors be appointed for that Purpofe.

XII. That, when all the Letters from the Ladies Governors are prefented and marked off, and the Balloting Papers are taken out, marked off, and filed as aforefaid, the Numbers voting for each Candidate be carefully caft up, and fet down on the Papers, and the Majority for either Candidate declared.

XIII. That, if there be any Difference in the Numbers on cafting up both Papers, thofe Papers be again checqued off by the Letters and Balloting Papers on the Files, if neceffary.

XIV. That all Difputes concerning the Election fhall be determined by the Majority of the Governors prefent, by holding up of Hands.

XV. That, in cafe there fhall be an Equality of Votes between the Candidates, the President, or Chairman of the General Court then prefiding, fhall have the cafting Vote.

Lying-in Wards.

The Ladies Governors and Subscribers to this Charity may at any Time visit the Lying-in Wards, and such their Visitation will be esteemed as a Favour done to the Charity.

General Laws.

That no Nurses, or Servants of the Hospital, or any other Person belonging or any ways relating to it, presume at any Time to take of any tradesman, Patient, Servant, Stranger, or others, any Fee, Reward, or Gratification of any Kind, directly or indirectly, for any Service done or to be done on Account of the Hospital, on Pain of immediately being discharged.

That an Inscription in large Letters be placed up in each Ward, to caution the Patients against offering, and to deter the Nurses and Servants against receiving, any Gratuity whatsoever from the Patients or their Friends.

That, if any of the Nurses, Servants, or other Persons in the House, shall convey or carry out of the House any Provisions, or other Things belonging to it, they shall be immediately discharged; and that neither they, nor any other Officer or Servant
who

who shall be hereafter discharged, shall be re-admitted on any account whatsoever.

That every Servant be acquainted on their Admission, that they are to do any Business that the Necessity of the Charity requires, though not in the particular Station for which they are hired:

That neither the Porter, nor any other of the Servants, do presume to go out of the Hospital, without first asking Leave of the Matron.

That all the Laws, Orders, and Regulations of the Hospital be strictly obeyed and performed; and that the same be not altered in any Respect, but by the Direction of a Quarterly General Court, or by a Special General Court called for that Purpose.

That all the Laws, Orders, and Regulations be read once a Year at least, and particularly at the first General Quarterly Court to be held after *Christmas*.

